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Dear Parents/Guardians and Students,

Welcome to the 2026-2027 school year! On behalf of our Team Members at **Benjamin Franklin School #13**, we are excited to welcome you back to school on **Thursday, September 10, 2026**.

We look forward to a year filled with learning and meaningful opportunities for every student and partnering with our families to create a positive and successful school year. Our promise is to provide an innovative and personalized learning environment that ensures that every child achieves excellence.

Please review the following arrival and dismissal procedures to help ensure a safe and efficient start to the first day of school and throughout the 2026-2027 school year:

First Day of School – Arrival and Dismissal Procedures.

First Day of School: Thursday, September 10, 2026

Instructional Hours: 8:20 a.m. – 3:00 p.m.

K-8: Arrival and Dismissal Procedures

Breakfast Program

- Hours are: 7:50 am-8:15 am
- Kindergarten Classes will be served breakfast in their classroom 8:20-8:35am
- All 1st through 8th grade students will enter the cafeteria, eat breakfast and then line up by grade level. (Breakfast Duty Teachers will assist in escorting students: 1st-4th grade, and 5th-8th grade. 8th graders will assist in escorting 1st and 2nd grade students to class.)
- All K, 1st and 2nd grade students will report to class and wait for their teacher.
- All 3rd through 8th grade students will walk up Exit 3 to wait or be greeted by their teacher.
- At 8:10 am the doors will close, and students will need to report to their designated places of arrival.

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Arrival

- All **Kindergarten** and **1st Grade** students will **arrive** and **be dismissed** through the cafeteria by their teacher. Classrooms will be greeted by their teacher throughout the year in the cafeteria.

Cafeteria: K-001 and K-002 and 1-007 and 1-008

- **2nd, 3rd, and 4th grade students** will **arrive** and **dismiss** through the playground area. Classrooms will be greeted by their teacher. All grades will be escorted to the classroom by their teacher at the start of the year.

Arrival: Exit 2 (Playground): 2-021, 2-022, 3-014, 3-015, 4-016 and 4-019

Dismissal: Exit 2 (Playground): 2-021, 2-022, 3-014, and 3-015

Dismissal: Exit 3 (3rd Street and Ripley Place): 4-016 and 4-019

- All **5th through 8th grade students** will **arrive** through the main entrance but **dismiss** from different exits. All students will be greeted by their teacher at the classroom door.

Arrival: Exit 1-Main Entrance: 5-013, 5-020, 6-017, 6-018, 7-011, 7-023, 8-010 and 8-012

Dismissal: Exit 1-Main Entrance: 7-011, 7-023, 8-010 and 8-012

Dismissal: Exit 3-3rd Street and Ripley Place 4-016, 4-019, 5-020, 6-017, and 6-018

- All bus students and students in rooms 3-003, 4-024, 5-B1 and 6-B2 will **arrive** and **dismiss** through the gymnasium. Bus students will remain in the gym and be escorted to class. All other students will be greeted by their teacher at 8:20am.

Arrival and Dismissal: Exit 5 (Gym): 3-003, 4-024, 5-B1 and 6-B2

Please take the time to visit our district website and the ***Back-to-School*** link at <https://www.epsnj.org/students-and-families/back-to-school-parent-resources> for more information on returning to school. Additionally, many important topics are addressed on the following pages for your immediate review. These topics include **the updated district cell phone policy in accordance with state bell to bell cell phone law, back to school night date, transportation, immunization requirements, student schedules, school calendar, etc.**

Thank you for your continued partnership and support. Together, we will make the 2026-2027 school year a successful and rewarding experience for all students. Enjoy the rest of your summer, and we look forward to welcoming everyone back on **Thursday, September 10, 2026!**

Sincerely,

Alina M. Stewart, Principal

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Back to School Resources Guide

List of School Supplies



School Supply List attached.

Back to School Night Information



We are excited to begin a new school year and invite parents and guardians to attend our Back-to-School Night on **Thursday, September 24, 2026 at 6pm.**

Transportation



Transportation is available for elementary students who live more than 2.0 miles from the school.

PowerSchool Information



PowerSchool gives families access to student schedules, attendance, grades, and important school information.

- **2026-2027 student schedules will be available on Monday, August 24, 2026.**
- New families should create a Parent Portal account. Returning families should log in and update any contact information or emergency contact information before school begins.
- To obtain instructions on how to navigate the PowerSchool Parent Portal, please visit the EPS website at [Student and Parent Sign In \(powerschool.com\)](https://www.powerschool.com).

School Uniforms



Students are expected to wear the approved school uniform every day. Uniform requirements for our school are: ***An image of your school's uniform policy from the handbook will be uploaded here on your approved letter ***

Technology



K – 8 – Our school operates as a 1:1 technology school. Students are expected to:

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- Bring their laptop charged every day.
- Bring their charger/power cord.
- Take proper care of their device throughout the year.

New students will receive their laptops during the first week of school.

[Stay Connected!](#)



Please make sure your phone numbers, address, and emergency contacts remain current in PowerSchool throughout the school year. The district uses phone calls, text messages, and emails to share important announcements, emergency notifications, and school updates. To obtain information on how to keep your contact information up to date, please visit the EPS website at <https://www.epsnj.org/students-and-families/back-to-school-parent-resources>.

In addition, please consider volunteering your services and supporting the Parent/Teacher Organization (PTO) at your child's school. The PTO provides many opportunities for families within the school community to get involved and *stay connected*.

[Required Forms](#)



Please review and complete the required forms by the first day of school, including:

- Emergency Contact Information
- Notice Regarding Physicals
- Media Release Form
- Student Internet & Network Permission Form with Elizabeth Internet Use Policy
- Acceptable Use for Technology – Electronic Mobile Device Form
- Title I Compact
- Lunch Application

In order to obtain access to the required documents that are indicated above, please visit the EPS website at <https://www.epsnj.org/students-and-families/back-to-school-parent-resources>

[Immunization Requirements](#)



Kindergarten - Please be advised that the State of New Jersey, Department of Health Services, has changed several immunization requirements. All children attending licensed childcare centers and preschools are required to receive an annual flu vaccination. Please submit proof of your child's required immunization as soon as possible, but ***no later than November 30, 2026***. Students who do not have the required immunization documentation on file by November 30, 2026, ***will be excluded from school beginning December 1, 2026***, in accordance with New Jersey immunization regulations.

Grade 7 - The state of New Jersey Department of Health ***requires*** all students entering the seventh grade to have **one dose of Tdap (Tetanus, Diphtheria, and Pertussis vaccine) and one dose of Meningococcal vaccine**. To meet the New Jersey requirements, both vaccines must have

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been given **on or after your child's tenth birthday.** Documentation that your child has received the required seventh grade immunizations must be turned into the school nurse no later than ***Thursday, September 10th, 2026.***

Students entering 7th grade with birthdays on or after ***Thursday, September 10th, 2026,*** must provide written confirmation from your child's healthcare provider of the vaccination appointment. This appointment should be within two weeks of your child turning 10 years of age. The immunization record must be submitted immediately following the appointment. The Elizabeth Public School District is compelled by law to ensure that all students receive their required immunizations.

Please be advised that students who do not meet the State's immunization requirements may be excluded from school until the required documentation is submitted. Documentation must be signed by your child's healthcare provider.

Updated Cell Phone Policy

Elizabeth Public Schools has adopted an updated cell phone policy in accordance with New Jersey Department of Education Guidelines and state law that, at minimum, requires schools to prohibit the use of personal internet-enabled devices during the entirety of the school day for students in kindergarten through grade 12. The policy will be implemented as follows:

K-5: Policy: Students are not permitted to bring cell phones or devices to school. If brought to school: Cell phones and devices must be checked in the classroom upon arrival and stored securely for the duration of the school day. They will be returned to students at the end of the day. Parents will receive a notification via Class Dojo or School Messenger (PowerSchool) from the school requesting that personal devices be left at home.

Grades 6-8: Policy: Students are not permitted access to their cell phones or other devices at school during school hours. Students are encouraged to leave devices at home. If brought to school: Cell phones and devices must be checked in the classroom upon arrival and stored securely for the duration of the school day. Students will re-gain access to their device at the end of each school day.

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